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New London at Norwich  
SUPERIOR COURT

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Short Calendar

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Hon. Cynthia K. Swienton  
Hon. Kevin A. Randolph  
Hon. Hillary B. Strackbein  
One Courthouse Sq.-Norwich  
9:30 A.M.

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Family Short Calendar Markings

Effective 2-1-2005 markings will be accepted for the Family Short Calendar until 4:00 p.m. on the Thursday preceding the Monday calendar. If a State holiday falls on a Friday, markings will be accepted until Thursday at 11:00 a.m. If a State holiday falls on a Thursday, markings will be accepted until Wednesday at 5:00 p.m.

Effective 2-1-2005 Attorneys may mark the Family Short Calendar electronically. For further information, please see the Standing Order For Family Matters available at [www.jud.ct.gov](http://www.jud.ct.gov) under the Courts tab.

FAMILY PROCEDURE P.B. SEC. 25-34:

1. ALL FAMILY MOTIONS ARE CONSIDERED ARGUABLE.
2. COUNSEL AND PRO SE PARTIES MUST MARK MOTIONS READY BY CALLING THE CLERK'S OFFICE, AND NOTIFYING ALL OTHER PARTIES OF RECORD.
3. MUST STATE HOW LONG A MOTION WILL TAKE TO ARGUE IF 30 MINUTES OR MORE.

(Notice Continued on Last Column)

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NOTICE (continued from Column 1)

4. COUNSEL AND PRO SE PARTIES SHALL APPEAR ON THE DATE OF SHORT CALENDAR IN CONNECTION WITH ALL MOTIONS MARKED READY.

5. CONTEMPT CITATIONS AND HEARINGS ON CONTINUANCES OF RESTRAINING ORDERS MUST GO FORWARD WHEN ASSIGNED UNLESS EXCUSED BY A JUDGE.

6. THE COURT WILL ACCEPT TAKE PAPER MARKINGS ON THOSE MOTIONS WHICH IT FEELS, IN ITS DISCRETION, MAY GO FORWARD WITHOUT ARGUMENT OR TESTIMONY. EXAMPLES - MOTIONS TO WITHDRAW APPEARANCE, MOTIONS TO TRANSFER, OR CONSOLIDATE, OR INTERVENE.

7. PHONE MARKINGS (READY OR TAKE PAPERS - OFF MARKINGS ARE UNNECESSARY) ARE ACCEPTED UNTIL 4:00 PM ON THE LAST THURSDAY PRECEDING THE SHORT CALENDAR OR 4:00 P.M. ON THE LAST WEDNESDAY IF COURT IS CLOSED ON FRIDAY. NO OVER MARKINGS WILL BE ACCEPTED. FAXED MARKINGS, OR MARKINGS DROPPED OFF AT THE CLERK'S OFFICE WILL BE ACCEPTED.

8. ALL FAMILY WRITE-INS MUST BE CLEARED BY DAVID GAGE IN NORWICH.

9. MARKING LINE - CALL 437-9828 FOR NEW LONDON SHORT CAL.

NOTE: If your case is on for a Motion to Review, this indicates that a Case Management Agreement is due. If you have filed a Case Management Agreement, your presence in Court is not necessary.

Your Case Management Agreement must be filed 2 weeks before the hearing date. If it is not filed 2 weeks before the Case Management Date, you MUST call David Gage @ 860-887-3515 to have the case "Written In". Any case not called in WILL NOT proceed on that day.

Family Relations staff is available to meet with parties and/or counsel on ready matters on the Friday prior to the Monday calendar. Please call Family Relations at 860-443-2826 by 3:00 p.m. on the Thursday prior to the Monday calendar to schedule a pre-court conference.

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